



### Grantee Diagnostic Tool

Scale	Diagnostic	Prescription	Next Steps	Contact/Resource
(1) poor, (2) fair, (3) good, (4) very good & (5) excellent	On a scale of 1-5, rate your institution's alignment.	What do you need to do?	List of actions to be completed in 90 days	Name of contact or resource
<b>Economy</b>				
Curriculum aligned with economy				
Strong employer relationships				
Employer engagement in curriculum development				
Statistics on employer placement				
Future focused on programming				
Capacity to meet future demand				
<b>Customer Alignment</b>				
Offer a variety of entry points				
Offers access to remedial education				
Curriculum is focused on the needs of adult learners				
System of enrollment is easy to navigate				
Offer financial and life planning				
Offer adult counseling and study support				
Alignment with other community resources				
Identified the demographic characteristics of students				
<b>Career Pathway</b>				
Established cross agency partnerships with employers, workforce development, social				

service agencies, community based organizations				
Industry sectors are identified				
Clear sequence of education courses and credentials that leads to employment				
Program accommodates individuals regardless of skill level				
Data sharing agreements with key partners				
<b>Effective Partnerships</b>				
Identified partners that can be used to support students				
Relationships with: <ul style="list-style-type: none"> <li>▪ State TAA Offices</li> <li>▪ State Rapid Response Activities</li> <li>▪ One-Stop Offices</li> </ul>				
Familiar with services provided in: <ul style="list-style-type: none"> <li>▪ WIA/WIOA</li> <li>▪ TAA</li> <li>▪ Wagner-Peyser</li> </ul>				
<b>Fiscal Health</b>				
Fiscal policies and procedures in place				
Plan for Cost Allocation				
Compliance with Federal regulations and circulars				
Familiar with grant modification process				
<b>Program Health</b>				
Linkages with TAA providers				
Established partnership with public workforce system				
Access to Best Practices				
Strategies for recruitment and community engagement				

<b>Program Evaluation</b>				
Approved implementation plan				
Identified implementation questions				
Developed logic model/theory of change capacity measures				
Identified key respondents				
Created timeline to check-in with evaluator				
<b>Creative Commons</b>				
Familiar with CC licenses				
Established a process to comply with Creative Commons requirements				
Notice of license has been affixed to work				
Found Open Educational Resources to use				